



**Ascension-St. James Airport and Transportation Authority  
6255 Airport Industrial Blvd., Gonzales, Louisiana 70737**

**June 27, 2017 Public Hearing on the FY Ending June 30, 2018 Budget  
Rescheduled to July 11, 2017 Minutes**

- 1) The Ascension-St. James Airport and Transportation Authority met on July 11, 2017 at 4:00 PM at the airport site with Chairman Richard A. Webre presiding. The following members were present Roger Keese, James Mitchell, Jared Amato and Charles Ketchens.
- 2) Others attending included Jeff Sumner and Janet Gonzales.
- 3) A motion and second were made Jared Amato and James Mitchell respectively, to open the public hearing. The motion carried unanimously. With no one wishing to speak present, a motion and second were made Jared Amato and Charles Ketchens respectively, to close the public hearing. The motion carried unanimously.
- 4) Chairman Webre adjourned the meeting.

**Regular Meeting June 27, 2017 Rescheduled to July 11, 2017 Minutes**

- 1) The Ascension-St. James Airport and Transportation Authority met on July 11, 2017 immediately following the public hearing at the airport site with Chairman Richard Webre presiding. The following members were present, Roger Keese, James Mitchell, Jared Amato and Charles Ketchens.
- 2) Others attending included Jeff Sumner, Nicholas Delbasty, and Janet Gonzales.
- 3) A motion and second were made by Jared Amato and Roger Keese respectively to accept the May 23, 2017 Regular Meeting Minutes as printed. The motion carried unanimously.
- 4) Roger Keese gave the Treasurer's report.
- 5) A motion and second were made by James Mitchell and Jared Amato, respectively to adopt column E as the amended budget for FY Ending June 30, 2017. The motion was adopted unanimously.
- 6) A motion and second were made by Jared Amato and James Mitchell, respectively to adopt column G as the budget for FY Ending June 30, 2018. The motion was adopted unanimously.
- 7) A motion and second were made by Roger Keese and Jared Amato, respectively to offer 22 month leases for Hangar rows A, B, C & D, with the rate increase of 2.7% and additional language provided by legal counsel. The motion was adopted unanimously.



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Regular Meeting Minutes  
July 11, 2017  
Continued

- 8) Jeff Sumner gave the engineers report noting that we are awaiting response from the Corp of Engineers for the wet lands permit to proceed with the south apron expansion and that all requested documentation for the Runway Overlay project has been submitted to the FAA and LaDOTD Aviation Section.
- 9) Janet Gonzales gave the airport managers' report.
- 10) A motion and second were made by Jared Amato and James Mitchell, respectively to approve a purchase order in response to an Invitation to Bid for upgrades to the filtration system on the Jet A storage tank, with provisions recommended by legal counsel in lieu of a performance bond. The motion was adopted unanimously.
- 11) A motion and second were made by Roger Keese and Jared Amato, respectively to engage Terracon for a Spill Prevention, Control and Countermeasure (SPCC) plan at \$2,500. The motion was adopted unanimously.
- 12) A motion and second were made by Jared Amato and Charles Ketchens, respectively to grant authority to the Chairman to purchase a used Ground Power Unit not to exceed \$17,000. The motion was adopted unanimously.
- 13) Chairman Webre, in the situation report noted that both full-time and part-time Airport Authority personnel shall remain unclassified civil service; and that the following purchases were made in June: a battery cart, skylights for hangar 22 and a cash counter for the operations office.
- 14) A motion and second were made by Jared Amato and Charles Ketchens receptively, to re-elect all officers to their current positions for another term. The motion carried unanimously.
- 15) The next meeting is scheduled for July 25, 2017 at 4:00 pm.
- 16) With no other business to discuss the Chairman adjourned the meeting.

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Rick Webre, Chairman

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Cynthia Stafford, Secretary